NIBRS State Certification Requirements

Effective January 1, 2021, data collected via the National Incident-Based Reporting System (NIBRS) will be the data standard for the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. However, the national UCR Program must certify state UCR Programs and law enforcement agencies before they are permitted to submit NIBRS data for inclusion in the national database and for publication. To be NIBRS-certified means the data submitted during the NIBRS certification process was consistent with national UCR Program standards.

To become certified, agencies and state programs must submit incident-based data for six consecutive months and meet the following criteria:

- Provide evidence its NIBRS reporting system is compatible with the national UCR Program's system and follows NIBRS technical specifications. The national UCR program ensures that the agency or state reports each of the 58 data elements along with each of the 52 offense categories.
- Demonstrate its ability to meet deadlines, respond to FBI queries and requests, and update and correct submissions as requested by the national UCR Program in a timely manner.
- Maintain, at a minimum, a 2-year database of NIBRS submissions with the ability to update incidents from previous years.
- Sustain an error rate of 4 percent or less for three separate, consecutive data submissions. The FBI defines the error rate as the number of rejected reports over the number of reports submitted. A full list of errors is included in the *NIBRS Technical Specification*.
- Submit logical and consistent data. The FBI measures logic by the percentage of Group A Incident Report submissions containing an error.
- Submit data submissions that are statistically reasonable as a whole (in comparison to national trends). The FBI requires at least six consecutive months of data for statistical reasonableness review; the national program reviews data in both NIBRS format and data that were converted to the Summary Reporting System. The national program evaluates aggregate data submissions in terms of data trend, volume, and monthly fluctuations.
- Demonstrate the state program or the agency can report Law Enforcement Officers Killed and Assaulted data, cargo theft data, hate crime data, zero reports (for smaller contributors), Group B arrests, and all new initiatives.

Agencies and state programs must comply with, at a minimum, version 3.0 of the *NIBRS Technical Specification*. The national UCR Program suggests that agencies submit NIBRS data using Extensible Markup Language (XML) if possible. Guidance on submitting data via XML is available in the NIBRS Information Exchange Package Documentation (IEPD), 4.2, Master Documentation.

Once an agency or state has been NIBRS certified, it must maintain its data quality standards and an error rate of 4 percent or less. If an agency or state makes significant enhancements or replaces its records management system, it must go through the NIBRS certification process again to become recertified.

The NIBRS Technical Specification and the IEPD are available online at <https://ucr.fbi.gov/ technical-specifications>. Agencies with questions about the certification process should contact <ucr-nibrs@fbi.gov>.

NIBRS Certification Process

Six months of data to establish UCR reporting data quality baseline

Set 1 | Set 2 | Set 3 | Set 4 | Set 5 | Set 6

Must have three consecutive months of data at 4% or less error rate

NIBRS Submitter

State Program Manager

NIBRS Coordinator

UCR Program Manager

UCR (Non-Operational Environment)

Direct testing (green dash) is coordinated and approved by the State UCR Program

07/18/2018